

## Minutes of PGRC Board Meeting of August 3, 2016

### I. MEETING CONVENED

The meeting of the PGRC Board of Directors convened on Wednesday, August 3, 2016 via a telephone conference. Those who participated in the call were Cindy Cohen, President; Rebecca Cormeny, Vice President; Jim Cantwell, Treasurer; Cass Logan, Member-at-Large; James Roberts, Equipment Manager; Lauren Haley, Membership Coordinator; and Kyra Tyler, Volunteer Coordinator.

### II. AGENDA

#### A. Upcoming Board Elections/Annual Meeting-November 5, 2016, 11:00 a.m.

- Cass and Tara will ask for additional volunteers to assist with the nominations committee. They would like the committee heads who are stepping down next year to ask their committee members if someone would like to head the committee.
- Lauren will forward the membership list to Cass so that members who have expressed an interest in serving on the board can be solicited.
- The nominations committee will organize the voting aspect of the annual meeting.
- Dave, Rebecca and Cindy will organize the social and any other business aspects of the annual meeting.

#### B. Training Committee Report

- Lauren will see if RunSignUp registration can be set up to confirm that training program participants are also club members.

#### C. Race Report

- The WDF premium has arrived and it's a knapsack.
- Rebecca and Cass will review the route before the race and Rebecca and Jennifer Cormeny will mark the route the day before the race.
- Cindy has ordered the bibs and given them to Rebecca.
- Volunteers are still needed for WDF. Kyra will send another email to ask for volunteers. We still need course marshals and timers. Rebecca will see if Polly, Valerie and Deon are available to time the race.
- Planning needs to begin for the club's Wright Stuff race which will be held in December.

#### D. Equipment Manager Report

- James led this discussion. He has researched various storage locations and believes our current storage unit is the best location for its price. A new space would cost \$179/month.

- He will send an email to all board members for us to review the prices of the other storage units he researched. The board will make a final decision on this issue at its September meeting.

E. Volunteer Committee Report

- Kyra submitted this report. She is working with Dave to coordinate the Volunteer Appreciation picnic. The picnic will be September 17<sup>th</sup> at Schrom Hill Park and will probably last 2-3 hours.
- Kyra will send the evite to all club members. She and Dave are working on the budget for the event and will email the event budget to the board for its review. Urban Barbeque will cater the event and club members may be asked to provide desserts, drinks, and snacks.
- Kyra would like to know if there is anyone who should be recognized at the picnic.

F. Information Coordinator Report

- Polly submitted this report. She is working on the August bulletin.
- Meredith has put together a prototype for the new website.
- Polly will be getting in touch with the website committee to ask if anyone is interested in serving as the Information Coordinator in 2017. She would like to continue on the board as an At-Large member next year and will continue to work on the bulletin.

G. Membership Report

- Lauren provided this information. Club membership as of August 1, 2016:

August 2016		August 2015	
288 members	246 memberships	241 members	206 memberships

H. Miscellaneous

- Jim’s clubhouse is not available for the September 10<sup>th</sup> meeting. We need to find an alternative location.
- The next board meetings are scheduled for September 10, 2016 and October 1, 2016, 11:00 a.m.-1:00 p.m.
- The Annual Meeting is scheduled for November 5, 2016, 11:00 a.m.

**III. ACTION ITEMS**

ACTION	ASSIGNED TO/SUGGESTED BY	DEADLINE
Structure nominations committee and solicit members	Cass and Tara	

Send list of club members to Cass	Lauren	
Review route for WDF	Cass, Rebecca and Jennifer	
Email picnic budget to board	Kyra	
Email pricing info of storage units to board	James	
Coordinate Volunteer Appreciation picnic	Kyra and Dave	
Verify with RunSignUp that training participants are club members	Lauren	